

A Model Preservation Policy for Digital Publishers & Preservers

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What is Digital Preservation, really?

It's not just a technology issue... though we tend to talk about it that way.

It's a commitment of resources over the long term:

- Time
- Attention
- Active Management

It's a series of decisions!

What does a Preservation Policy do?

- Documents those commitments and decisions.
- Helps you make deliberate, transparent choices about what aspects of a publication you're preserving, and how...
- ... And just as importantly, what aspects you're not preserving.
- Make your choices explicit, not implicit or, perhaps, unintended.

It's a long answer to 2 short questions

If I publish with you or cite this work, what will a future reader see?

How close will that be to what I see now?





Can we preserve it all?

Probably not!

This is expensive, and resources are finite.

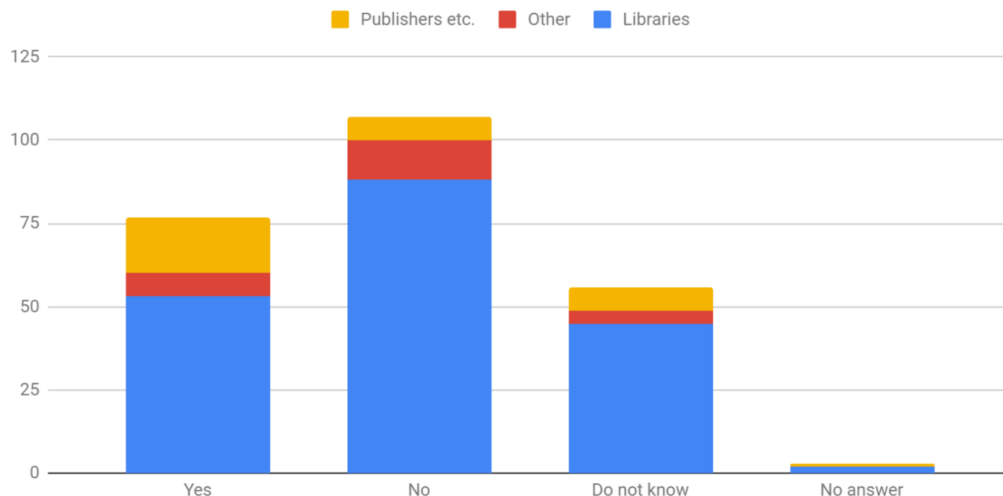
A policy enables your organization to think:

- What does a future user really need?
- Which version do we need to preserve? Want to preserve?
- How important is presentation?
- Does the content exist independently of the software through which it is delivered?
- How do we keep metadata associated with the content?
- What partners, skills, and resources do we need now and for the longterm?
- How can libraries encourage authors and publishers?

Context

- NASIG [Digital Preservation Committee](#) conducted a survey in 2018
- The [results](#) emphasized that many organizations in scholarly communications lack policies for preservation
- A key recommendation was to develop a model policy or template as a resource
- The mechanism: a model policy working group!

Does your institution have a digital preservation policy?



[NASIG Digital Preservation Task Force Survey Results](#)
(2019) p. 12

The NASIG Model Policy Working Group

- A call recruiting members from stakeholder organizations, including from the Library Publishing Coalition and the Society for Scholarly Publishing, was put out in June 2020
- The Model Digital Preservation Policy Working Group was formed in August 2020
- Key inspiration provided by [presentations](#) by Heather Staines, Jeremy Morse, and Wendy Robinson at LPF 2018
- The group reviewed sample policies and resources



How to use the model policy



- Mandate and commitment, scope, goals
- Additional platform/repository-level policies or procedures may be required
- It's not possible for the model policy to be “one size fits all” because context, resources, and content/collections vary

Introduction

Central to digital preservation is a commitment of resources over the long term, and continuous decision making. typically include

- The date that the policy is made and the date of any updates,
- A general description of the organization,
- Digital resources that will be covered by the policy
- The institutional unit(s) responsible for preparing, approving, and updating the policy,
- What resources the organization will commit (time, attention, active management, technological resource

It should also include

- The organization's commitment to authors and other stakeholders, and
- The reason(s) why the organization preserves content (institutional, consortial, contractual, or other legal

Sample Text

Date:

Updated:

This statement outlines the preservation policy of [name of organization], [organization type, e.g. a not-for-profit open-access publisher in the social sciences and humanities with a strong focus on research in cultural studies].

Anatomy of the Model Policy

An outline of recommended sections for your policy

- Executive Summary
- How to Use this Document
- Context
- Scope
 - What We Preserve
 - What We Don't Preserve
- Strategies
- Principles
- Roles and Responsibilities
- Administration and Review
- Collaboration
- Related Documents
- Glossary

With sample text and a section guide in each



Can I see the first draft?

The consultation draft is here if you are in a hurry: <https://bit.ly/3tlnbUV>



When will the official version be ready?

- This will be launched at NASIG's 37th Annual Conference will be held June 5th-9th, 2022 in Baltimore, Maryland and online



Thank you!

Questions?

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